



City of Santa Barbara

Planning Division

DRAFT

ARCHITECTURAL BOARD OF REVIEW

MINUTES

Tuesday, May 31, 2011

630 Garden Street: David Gebhard Public Meeting Room

3:00 P.M.

BOARD MEMBERS:

CHRISTOPHER MANSON-HING, Chair
DAWN SHERRY, Vice-Chair
CLAY AURELL
CHRISTOPHER GILLILAND
GARY MOSEL
KEITH RIVERA
PAUL ZINK

CITY COUNCIL LIAISON: DALE FRANCISCO GRANT HOUSE (ALTERNATE)

PLANNING COMMISSION LIAISON: BRUCE BARTLETT STELLA LARSON (ALTERNATE)

STAFF:

JAIME LIMÓN, Design Review Supervisor
HEATHER BAKER, Project Planner
TONY BOUGHMAN, Planning Technician
GLORIA SHAFER, Commission Secretary

Website: www.SantaBarbaraCa.gov

ARCHITECTURAL BOARD OF REVIEW SUBMITTAL CHECKLIST (See ABR Guidelines & Design Review Submittal Requirements for Details)		
CONCEPT REVIEW	Required	Master Application & Submittal Fee - (Location: 630 Garden Street) <u>Photographs</u> - of the existing building (if any), adjacent structures, composite panoramic view of the site, surrounding areas & neighborhood streetscape - mounted or folded to no larger than an 8.5" x 14" photo display board. <u>Plans</u> - three sets of folded plans are required at the time of submittal & each time plans are revised. <u>Vicinity Map and Project Tabulations</u> - (Include on first drawing) <u>Site Plan</u> - drawn to scale showing the property boundaries, existing & proposed structures, building & area square footages, building height, areas to be demolished, parking, site topography, conceptual grading & retaining walls, & existing landscaping. Include footprints of adjacent structures. <u>Exterior elevations</u> - showing existing & proposed grading where applicable.
	Suggested	<u>Site Sections</u> - showing the relationship of the proposed building & grading where applicable. <u>Plans</u> - floor, roof, etc. <u>Rough sketches</u> are encouraged early in the process for initial design review to avoid pursuing incompatible proposals. However, more complete & thorough information is recommended to facilitate an efficient review of the project.
PROJECT DESIGN APPROVAL	Required	Same as above with the following additions: <u>Plans</u> - floor, roof, etc. <u>Site Sections</u> - showing the relationship of the proposed building & grading where applicable. <u>Preliminary Landscape Plans</u> - required for commercial & multi-family; single-family projects where grading occurs. Preliminary planting plan with proposed trees & shrubs & plant list with names. Plans to include street parkway strips.
	Suggested	<u>Color & Material Samples</u> - to be mounted on a board no larger than 8.5" x 14" & detailed on all sets of plans. <u>Exterior Details</u> - windows, doors, eaves, railings, chimney caps, flashing, etc. Materials submitted for Project Design Approval form the basis for working drawings & must be complete & accurate.
FINAL & CONSENT	Required	Same as above with the following additions: <u>Color & Material Samples</u> - to be mounted on a board no larger than 8.5" x 14" and detailed on all sets of plans. <u>Cut Sheets</u> - exterior light fixtures and accessories where applicable. <u>Exterior Details</u> - windows, doors, eaves, railings, chimney caps, flashing, etc. <u>Final Landscape Plans</u> - landscape construction documents including planting & irrigation plan. <u>Consultant/Engineer Plans</u> - electrical, mechanical, structural, & plumbing where applicable.

PLEASE BE ADVISED

- The approximate time the project will be reviewed is listed to the left of each item. It is suggested that applicants arrive 15 minutes early. The agenda schedule is subject to change as cancellations occur. Staff will notify applicants of time changes.
- The applicant's presence is required. If an applicant is not present, the item will be postponed indefinitely. If an applicant cancels or postpones an item without providing advance notice, the item will be postponed indefinitely and will not be placed on the following Architectural Board of Review (ABR) agenda. In order to reschedule the item for review, a rescheduling fee will be paid and the applicant must fill out and file a Supplemental Application Form at 630 Garden Street (Community Development Department) in addition to submitting appropriate plans.
- All approvals made by the ABR are based on compliance with Municipal Code Chapter 22.69 and with adopted ABR guidelines. Some agenda items have received a mailed notice and are subject to a public hearing.
- The ABR may grant an approval for any project scheduled on the agenda if sufficient information has been provided and no other discretionary review is required. Substitution of plans is not allowed, if revised plans differing from the submittal sets are brought to the meeting, motions for Project Design Approval or Final Approval will be contingent upon staff review for code compliance.
- The Board may refer items to the Consent Calendar for Project Design Approval and Final ABR approval.
- Concept review comments are generally valid for one year. Per SBMC 22.68.110, a project design approval is valid for three years from the date of the approval unless a time extension has been granted or a building permit has been issued. Projects with a valid land use approval will also automatically extend the project design approval expiration date.
- Decisions of the ABR may be appealed to the City Council. For further information on appeals, contact the Planning Division Staff or the City Clerk's office. Appeals must be in writing and must be filed with the City Clerk at City Hall, 735 Anacapa St. within ten (10) calendar days of the meeting at which the Board took action or rendered its decision.
- **AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to gain access to, comment at, or participate in this meeting, please contact the Planning Division at 805-564-5470, extension 4577. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.
- **AGENDAS, MINUTES and REPORTS:** Copies of all documents relating to agenda items are available for review at 630 Garden St. and agendas and minutes are posted online at www.SantaBarbaraCa.gov/abr **Materials related to an item on this agenda submitted to the ABR after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden St., during normal business hours.** If you have any questions or wish to review the plans, please contact Tony Boughman, at 805-564-5470, extension 4539, or by email at tboughman@santabarbaraca.gov. Office hours are 8:30 a.m. to 4:00 p.m., Monday through Thursday, and every other Friday. Please check our website under *City Calendar* to verify closure dates.

LICENSING ADVISORY:

The Business and Professions Code of the State of California and the Municipal Code of the City of Santa Barbara restrict preparation of plans for certain project types to licensed professionals. Applicants are encouraged to consult with Building and Safety Staff or Planning Staff to verify requirements for their specific projects.

Unlicensed persons are limited to the preparation of plans for:

- Single or multiple family dwellings not to exceed four (4) units per lot, of wood frame construction, and not more than two stories and basement in height;
- Non-structural changes to storefronts; and,
- Landscaping for single-family dwellings, or projects consisting solely of landscaping of not more than 5,000 square feet.

NOTICE:

- A. On Wednesday, May 25, 2011, the Agenda was duly posted on the indoor and outdoor bulletin boards at the Community Development Department, 630 Garden Street, and online at www.SantaBarbaraCa.gov/abr.
- B. This regular meeting of the Architectural Board of Review will be broadcast live on City TV-18, or on your computer via <http://www.santabarbaraca.gov/Government/Video/> and then clicking City TV-18 Live Broadcast. City TV-18 will also rebroadcast this meeting in its entirety on Wednesday at Noon and the following Monday at 9:00 a.m. An archived video copy of this meeting will be viewable on computers with high-speed internet access the following Wednesday at www.santabarbaraca.gov/abr and then clicking *Online Meetings*.

GENERAL BUSINESS:

The Full Board meeting was called to order at 3:03 p.m. by Chair Manson-Hing.

Members present: Aurell (left at 4:00), Gilliland (arrived at 3:04), Manson-Hing, Mosel, Rivera, Sherry, Zink (arrived at 3:05)

Members absent: None

Staff present: Baker (left at 3:39), Limon (present from 3:03 to 3:39 and 4:28 to 4:48), Shafer

- A. Public Comment: No public comment.
- B. Approval of the minutes of the Architectural Board of Review meeting of May 16, 2011.
- Motion: Approval of the minutes of the Architectural Board of Review meeting of May 16, 2011 as amended.
- Action: Rivera/Sherry, 7/0/0. Motion carried.
- C. Consent Calendar.
- Motion: Ratify the Consent Calendar of May 23, 2011. The Consent Calendar was reviewed by Rivera with landscaping reviewed by Gilliland.
- Action: Aurell/Rivera, 7/0/0. Motion carried.
- Motion: Ratify the Consent Calendar of May 31, 2011. The Consent Calendar was reviewed by Keith Rivera with landscaping reviewed by Chris Gilliland.
- Action: Sherry/Aurell, 7/0/0. Motion carried.
- D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.
- Mr. Limon reported that the project at 336 N. Milpas (Fresh & Easy) has been appealed to City Council and will be heard on June 7, 2011. ABR representation is requested at the hearing.
- Mr. Gilliland announced that he will be absent from the June 13 Full Board hearing and the June 6, 13, and 20 Consent Calendar meetings.
- Mr. Rivera announced that Mr. Aurell begin his term as Consent Reviewer. Mr. Rivera also announced that he will be absent from the June 13 Full Board meeting.
- Mr. Zink announced that he will be absent from the June 13 Full Board meeting.
- Mr. Aurell announced that he will be leaving at 4:00 p.m.

E. Subcommittee Reports.

Mr. Gilliland reported that the DRT reached the consensus that the Highway 101 project is now satisfactory.

DISCUSSION ITEM:

(3:10) AMENDMENTS TO ABR DRAFT GENERAL DESIGN GUIDELINES AND MEETING PROCEDURES REGARDING LANDSCAPING ITEMS:

1. Root barriers. 2. Alterations to approved landscape plans: list of minor alterations which do not require a permit, and list of minor alterations which can be administratively approved by staff.

City Staff: Jaime Limon, Senior Planner, and Heather Baker, AICP, Project Planner

Actual time: 3:15

Heather Baker, AICP, Project Planner gave the staff presentation. Ms. Baker and Jaime Limon, Senior Planner responded to questions from the Board.

After discussion regarding substitution landscaping, Ms. Sherry suggested amending section 3, subsection 2.3.4, paragraph A.2 to read: "The area where the substitution is occurring 20% of the landscape area and less than 20% of the front yard; and"

REVIEW AFTER FINAL

1. CITYWIDE - U.S. HIGHWAY 101

(3:30)

Assessor's Parcel Number: 099-MSC-PW

Application Number: MST2004-00701

Owner: City of Santa Barbara / State of California

Applicant: Julie McGuigan, Caltrans

(This is a request of Caltrans to perform operational improvements between Milpas Street and Hot Springs and Cabrillo Boulevard. The project is a wetland mitigation site situated on Parks and Recreation property consisting of approximately 400 cubic yards of soil and concrete rubble removal to be replaced with landscaping and irrigation. The project requires Planning Commission approval for a Coastal Development Permit.)

(Fourth review of Review After Final. The project was last reviewed by the ABR on April 18, 2011.)

Actual time: 3:39

Present: David Emerson, Landscape Architect; David Beard, Caltrans.

Daniel Gullett, Associate Planner was available to respond to questions.

Public comment was opened at 3:55 p.m. As no one wished to speak, public comment was closed.

Straw vote: does the Board feel the stone cap is necessary? A majority was in favor of the cap.

Motion: Review After Final approved as submitted with the following conditions.

- 1) Treatment at the end of the wall is to match the wall at the opposite side at the off ramp: use option 2 wrought iron handrail, with a stone cap under the wrought iron, and with a drop of 8 to 12 inches at the end of the wall to signify the beginning of the ogee curve.
- 2) Study a taller alternative to the Crape Myrtle tree.

Action: Gilliland/Rivera, 6/0/0. Motion carried. (Aurell absent)

CONCEPT REVIEW - CONTINUED ITEM

Items 2 and 3 were heard out of order

2. 215 PESETAS LN

C-2/SD-2 Zone

(4:30)

Assessor's Parcel Number: 057-203-003
Application Number: MST2011-00166
Owner: Sansum-Santa Barbara Medical Foundation
Architect: Darci Hernandez
Agent: Trish Allen

(Proposal to demolish and remodel the first-floor entry canopy, vestibule, lobby and lab. The project includes a 250 square foot addition to the lobby and 6,444 square feet of remodel on the first floor of the existing building at the entry, lobby, reception, and lab. A temporary office lab trailer would be located on site to maintain operations during construction. This project also includes permitting the existing 376 square foot MRI trailer to permanently remain on site.)

(Action may be taken if sufficient information is provided.)

Actual time: 4:28

Present: Trish Allen, Agent; Darci Hernandez, Architect; Paul Jaconette, Sansum Foundation.

Jaime Limon clarified changes to the scope of the project, and stated that the trailer will be reviewed at a later date as a separate project.

Public comment was opened at 4:34 p.m. As no one wished to speak, public comment was closed.

Motion: Project Design Approval as submitted and continued indefinitely to Consent Calendar with the following comments:

- 1) It is understood that the MRI trailer will return to the Full Board as a separate project at a later date.
- 2) Extend the planting below the canopy to edge of the façade.
- 3) Provide a complete landscape plan and include trellis connection details to existing building.
- 4) Incorporate the sculpture into the design if it is relocated.

Action: Sherry/Rivera, 6/0/0. Motion carried. (Aurell absent)

PROJECT DESIGN REVIEW**Items 2 and 3 heard out of order****3. 735 W MICHELTORENA ST****R-2 Zone****(4:50)**

Assessor's Parcel Number: 039-032-001

Application Number: MST2010-00293

Owner: Elias Khoury

Architect: Sherry & Associates Architects

(Proposal for a 251 square foot one-story addition and a 517 square foot, two-story addition to an existing 448 square foot, one-story single-family residence w was damaged by a fire. The residence is proposed to be attached to the existing one-story 1,570 square foot neighborhood market. Modifications are requested to allow new construction in two interior setbacks and for a portion of the required open yard to be located in the required front setback, and/or smaller than the required dimensions.)

(Project requires compliance with Staff Hearing Officer Resolution No. 018-11.)

Actual time: 4:15

Present: Dawn Sherry, Architect.

Public comment was opened at 4:22 p.m. As no one wished to speak, public comment was closed.

Motion: Project Design Approval and continued to Consent Calendar with the following comments

- 1) Provide consistent detail of the overhang bracketing.
- 2) Consider a shed or trellis cover at the entry door in lieu of the gable overhang.
- 3) Consider the size and proportion of the small square window on the first floor, west elevation.
- 4) Consider adding a shade tree to the landscape plan.
- 5) Provide a color board and list colors on the plans.

Action: Rivera/Zink, 5/0/0. Motion carried. (Sherry stepped down; Aurell absent)

The Full Board meeting was adjourned at 4:48 p.m.

CONSENT CALENDAR (1:00)

Members present: Gilliland and Rivera

Members absent: None

Staff present: Limon

ABR - REVIEW AFTER FINAL**A. VISTA DEL CAMPO****E-1/PUD Zone**

Assessor's Parcel Number: 049-400-014

Application Number: MST2011-00170

Owner: Vista Del Campo Properties Ltd.

Applicant: Elaine Jewell

Landscape Architect: Charles McClure

(Proposal for a new landscaping plan for the eastern portion of Vista del Campo from Portsuello Road to the first driveway up the hill in the area of units 2219 and 2209.)

(Review After Final to remove two additional oak trees, eliminate previously approved oak trees, replace with different species and place height restrictions on all east slope plantings.)

Review After Final approved with the condition to add 2 oak trees at the southeast corner a minimum of 10' from the sidewalk.

ABR - FINAL REVIEW**B. 415 E MICHELTORENA ST****R-3 Zone**

Assessor's Parcel Number: 027-252-033

Application Number: MST2011-00209

Owner: Amherst Exchange

Architect: Dawn Sherry

(Proposal for facade improvements for an existing five-unit, two-story apartment building. The project includes construction of a new deck at east elevation, replacement of existing wrought iron railings throughout, window and door changes, addition of corbels, false balconies, and French doors at south elevation, new garage doors, replacement of trash enclosure, and interior remodeling.)

(Final approval of details is requested.)

Final Approval as submitted.